

Town of



AMHERST *Massachusetts*

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To: Ron Bohonowicz, Facilities Director
John Coelho, Superintendent, Cherry Hill Golf Course
Jeff Bagg, Senior Planner
Dave Waskiewicz, Building Inspector
Stephanie Ciccarello, Wetlands Administrator/Energy Task Force Coordinator
Sue Krzanowski, Administrative Assistant
Nathaniel Malloy, Associate Planner

From: Laurence Shaffer, Town Manager

Re: Results of the Evaluation of the Submittals for the Employee Idea Program

Date: March 24, 2010

The Employee Idea Program was created and promoted in the fall of 2009. All employees were notified and provided with explanatory and submittal materials that defined the purpose of the program and the guidelines for submittal. Four submittals were received. Those submittals are summarized as follows:

- ATM in Parking Structure - Ron Bohonowicz
- Cell Tower Co-location - Ron Bohonowicz
- Expand Use of Cherry Hill - John Coelho
- Citizens Guide - Nate Malloy, Jeff Bagg, Dave Waskiewicz, Stephanie Ciccarello, and Sue Krzanowski

Each proposal is both innovative and exciting. I am impressed with the creativity that each proposal demonstrates and the effort made by the town employees.

A team of experienced town employees evaluated the proposals on Wednesday, March 17, 2010. Bob Pariseau, Director of Wastewater and Water Utilities, has thirty two (32) years of service with the Town of Amherst; Nancy Pagano, Senior Center Director has thirty seven (37) years of service with the town; Sonia Aldrich, Comptroller has over twenty three (23) years of experience with the town; John Musante, Assistant Town Manager has five (5) years of experience with the town. This group of experienced and talented town employees has almost 100 years of

cumulative service to the citizens of Amherst. Certainly, this group is more than capable of evaluating proposals for enhancements of service to our citizens.

After careful review of all of the proposals, the group of senior town employees recommended that each individual who submitted a proposal be considered the winner and that each be awarded equally. I concur. With that in mind, each employee shall be granted the following award. All of the applicants will each receive \$125.00 and one additional vacation day. The calculation for the award was arrived at by adding the amounts listed in the Employee Idea Program memo, dated November 2, 2009 for first, second and third place awards of \$500.00, \$300.00 and \$100.00, respectively and vacation days of five, three and one for first, second and third place.

I have also instructed staff to take the following action relative to the proposals. First, I have asked Mr. Bohnowicz to work closely with the Superintendent of Public Works and the Comptroller to develop a Request for Proposals for the placement of ATMs in and around the Boltwood Parking Garage and other public property. I have also asked the Superintendent of Public Works to review the marketplace conditions for cell tower co-location to determine what, if any, opportunities exist for the placement of additional lessees on the town's gain portion of the Ruxton cell tower. I have asked Mr. Coelho to work closely with the Director of LSSE and the Director of the Cherry Hill Golf Course to complete a pro forma that demonstrates the financial feasibility of the expansion of the use of Cherry Hill. I have also asked the Planning/Inspections team to work with the Director to plan and complete the Citizen's Guide for Project Review.

Congratulations to all of the participants in the 2010 Employee Idea Program. Your sterling efforts are emblematic of the creativity and energy of all town employees. Your effort illustrates the belief that the greatest opportunities for improvements to service and expansion of revenue begin with our great employees.

cc: Robert Pariseau, Director of Wastewater and Water Utilities
Nancy Pagano, Director, Senior Center
John Musante, Assistant Town Manager/Finance Director/Treasurer
Sonia Aldrich, Comptroller
Bonnie Weeks, Building Commissioner